



SMART BUSINESS GUIDE

to waste reduction
and recycling



waste
reduction
at work

**WHY
RECYCLE?**



IT SAVES MONEY

Recycling service is free to all Kirkland businesses.

By recycling, you can decrease your garbage and lower your garbage bill.

IT'S GOOD FOR THE ENVIRONMENT

Recycling conserves resources like energy and water.

Materials are also reused instead of going to the landfill.

IT'S EASY

City of Kirkland staff can provide you with recycling tools and assistance to get your recycling program up and running quickly.

WE CAN HELP

- FREE deskside recycling containers (limited supply)
- Recycling posters and guides
- On-site assistance and waste assessments
- Presentations to employees on recycling and composting

WASTE REDUCTION TIPS

REDUCE

The best way to cut down on your waste is to not produce it in the first place

Set printers to default to double-sided printing and preview your documents before hitting the “print” button

Repair items instead of replacing

Purchase products in bulk to reduce packaging

Switch to an electronic filing system instead of paper

REUSE

By reusing, you decrease the need to buy new things and instead can use products to the end of their lifecycle

Use durable cups, plates and utensils

Create a “reuse” station in your office for boxes, folders, scrap paper

Donate items when no longer needed

RECYCLE

Conserve resources and recycle materials so they can be turned into new products instead of going to the landfill

Place recycling bins at each work space, copy room, and common area

Form a team to monitor recycling and keep staff motivated

BUY RECYCLED PRODUCTS

Recycling involves taking used materials and processing, remanufacturing, and selling them as new products. It is important to invest in recycled products to continue this cycle. Look for these phrases and symbols to signify recycled content products:

Post-consumer content

Product is made from materials used and recycled at home or work.

Pre-consumer content

Product is made from scrap materials from manufacturing.



This product is made from recycled materials.

Contact your supplier to see what recycled content options they have.

KIRKLAND GREEN BUSINESS PROGRAM

The Green Business Program recognizes Kirkland businesses that go the extra mile to incorporate green practices into their business. See if your business qualifies or what steps to take to get recognized.

www.kirklandwa.gov/greenbusiness



2013-14 BUSINESS GARBAGE CONTAINER SIZES AND RATES

Find a container size and service frequency that works for your business needs.

CONTAINER SIZES



*Note: Wheels available on 1 – 4 yard containers only.

BUSINESS GARBAGE RATES

Container Size	Monthly Cost					
	1x Week	2x Week	3x Week	4x Week	5x Week	6x Week
20 gallon cart	\$14.30	Not Available				
35 gallon cart	\$22.25					
64 gallon cart	\$40.66					
96 gallon cart	\$60.99					
1 cubic yard dumpster	\$89.10	\$171.93	\$254.80	\$337.65	\$420.50	\$503.35
1.5 cubic yard dumpster	\$113.03	\$218.71	\$324.39	\$430.08	\$535.75	\$641.50
2 cubic yard dumpster	\$136.47	\$263.83	\$391.22	\$518.56	\$645.94	\$774.47
3 cubic yard dumpster	\$181.17	\$351.91	\$522.64	\$693.38	\$864.13	\$1,034.89
4 cubic yard dumpster	\$226.29	\$440.40	\$654.52	\$868.63	\$1,082.74	\$1,296.87
6 cubic yard dumpster	\$315.28	\$616.05	\$916.99	\$1,217.86	\$1,518.72	\$1,819.60
8 cubic yard dumpster	\$403.71	\$791.29	\$1,178.90	\$1,566.51	\$1,954.11	\$2,341.72

Miscellaneous Services:

Carry-out service (per container): \$4.32

Roll-out container: \$7.20

Unlock container: \$2.44

Gate opening: \$4.32

Pressure washing (per yard): \$25.87

These rates are for 2013-2014.

Prices do not include 10.5% Utility Tax or \$11.24 monthly LHWMP fee.



RECYCLE

The items on the right are recyclable in Kirkland and go in your blue cart or dumpster.

Questions?

recycle@kirklandwa.gov

425.587.3812

www.kirklandwa.gov/recycle

PAPER



mixed paper



cardboard



cartons



dry food boxes,
frozen food boxes



shredded paper
(put in clear
plastic bag)



cups

PLASTIC



bottles



jugs, tubs



cups



trays,
clamshells



grocery bags
(put all in one bag)

GLASS



jars



bottles

METALS



soda cans



food cans and lids

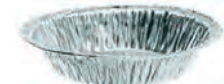


aerosol cans
(empty and non-toxic)

**Clean and empty items.
Ignore numbers on plastics,
recycle by shape.**



scrap metal



aluminum foil and trays
(no food residue)



HOW DO I GET RID OF...?

As a business, unwanted items can accumulate in the workplace. Check these resources for information on how to dispose of items properly.



Electronics: www.ecyclewa.org

Cell phones and rechargeable batteries: www.call2recycle.org

Fluorescent bulbs and tubes: www.takeitbacknetwork.org

Hazardous waste: www.lhwmp.org

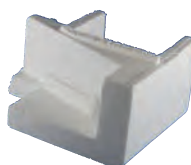
Foam products and packing peanuts: www.ecofoamrecyclers.vpweb.com

Industrial materials: <http://lhwmp.org/home/imex>

Construction debris:

<http://your.kingcounty.gov/solidwaste/facilities/cdl-stations.asp>

Miscellaneous items: <http://your.kingcounty.gov/solidwaste/wdidw>



TRASH



TRASH

The items on the right go in your green cart or dumpster. Bag all trash. No electronics, hazardous waste, or CFL bulbs.

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foam cups and packaging



shiny snack wrappers and coffee bags



plastic utensils



plastic zip top bags



straws



bathroom trash



incandescent and halogen light bulbs



broken office supplies



prescription medicine vials



window and mirror glass



ceramics and broken glass



empty latex paint cans



pet waste and kitty litter



diapers



cool ashes



vacuum bags and dust



COMPOST

Take the next step! Composting service is available at no additional cost to all qualified Kirkland businesses. Your business will be provided with one or two, lined gray carts for your compostables, which may be emptied up to twice a week.

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COMPOST

FOOD SCRAPS AND LEFTOVERS



fruit/vegetable scraps



egg shells, nut shells,
beans



dairy products
(cheese, yogurt, etc.)



bread, pasta, grains



meat, chicken, fish,
seafood

FOOD-SOILED PAPER



coffee grounds, filters



teabags



napkins, paper towels



paper bags



newspaper



shredded paper



greasy pizza boxes



paper egg cartons,
berry cartons



waxed cardboard



non-shiny (uncoated)
paper plates



Cedar Grove-approved
compostable containers
and tableware

YARD TRIMMINGS



plants, flowers
(remove pots)



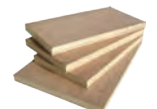
grass clippings,
weeds, roots



leaves



tree branches
(under 4' long, 4" in diameter)



untreated wood

CONTACT US

City of Kirkland Recycling Hotline

Contact for all your recycle, compost, and trash questions.

(425) 587-3812

recycle@kirklandwa.gov

www.kirklandwa.gov/recycle



@KirklandEnviro



www.facebook.com/KirklandEnviro



<http://cityofkirklandblogs.com/environmentalservices>

Waste Management

Contact to start new service, report missed pickups, and ask questions about your bill.

1 (800) 592-9995

www.wmnorthwest.com/kirkland

